



**Town of Boxborough**  
**TRANSFER STATION REGULATIONS FY16**  
**Transfer Station Phone: 978.263.3578 • DPW 978.264.1790**  
**[www.town.boxborough.ma.us](http://www.town.boxborough.ma.us)**

The Board of Selectmen has approved the following regulations concerning the use and operation of the Transfer Station/Recycling Center (hereinafter "station"). These regulations shall be in force and effect until changed or revoked by the Board of Selectmen.

**GENERAL**

1. Only Boxborough residents may utilize the station. Commercial and industrial firms located within the Town shall not be permitted to use the station. Only waste generated within the Town of Boxborough may be deposited at the station.
2. The Board of Selectmen will establish specified fees for permits on an annual basis.
3. Stickers are available for purchase online at <http://www.boxborough-ma.gov/> or at Town Hall, by mail or in person during normal business hours. Details may be found on the Transfer Station website. One-time pass or bulk item vouchers may be obtained with proof of residency - an annual sticker is not required.
4. All vehicles entering the station shall have a One-time pass, bulk item disposal voucher or annual Transfer Station permit sticker. The Transfer Station annual sticker must be prominently displayed on the **rear driver's side passenger window** of the vehicle. **Vehicles without any of the above shall be denied access to the station.**
5. **Vehicles must be registered to an address in the Town of Boxborough.** Vehicles **NOT REGISTERED** to a Boxborough address shall **NOT BE ISSUED** a Transfer Station sticker.
6. The **operating hours** of the station are **Wednesday, 11:00 a.m. – 7:00 p.m., and Saturday 8:00 a.m. – 4:00 p.m.** The station will be **closed on all legal holidays**. No unauthorized persons shall enter the site outside of public access hours. The Transfer Station will be closed when a State of Emergency is declared by the Governor and when deemed in the best interest of the Town by the DPW Director.
7. All waste must be suitably secured when being hauled to the station to prevent littering on the Town ways. Violators shall be subject to a littering fine of \$200.00.
8. Disposal of any waste material outside of the fence or left on the side of the roadway is strictly prohibited. Violators shall be subject to a littering fine of \$200.00 for each offense. This prohibition shall be strictly enforced and violators shall be prosecuted.
9. All ordinary household solid waste except those, which must be recycled according to state law, and those excluded in Section 10 of these regulations, may be disposed of at the station. The Town reserves the right to exclude any other item which may be deemed a hazardous waste in the future.
10. The following waste products and items **shall not be disposed** of at the station:  
Chemical dyes, petroleum products, pathological wastes, raw sewage or septic sludge, stumps, brush, leaves, wood logs, building materials, sheet rock, tires, automobiles, demolition material, dead animals, explosives and ammunition, radioactive materials of any nature and any substance or material, whether in liquid or solid form,

which has been determined to be a hazardous material by any local, state or federal agency so authorized to make such a determination.

11. **Absolutely no individual salvaging** of materials shall be allowed at the station.
12. No person shall set fire to any material nor shall any person discharge a firearm within the area of the station.
13. No person shall bring unconfined or unleashed animals to the station.
14. **No person shall operate the compactors except the attendants.**
16. Civic organizations, who, on occasion would like to solicit at the station, must first contact the Transfer Station Attendant at 978-263-3578 for approval before doing so. In order to maintain the orderly operation of the station, the Transfer Station attendant may find it necessary to limit the activities of the soliciting organization.
17. Any person violating any of these regulations may be prosecuted and subject to a fine of \$200.00 and/or loss of right to use the station.
18. The Board of Selectmen may rule on any matter not included in the above regulations or for any special or unusual use of the station.
19. The attendants are in complete control of the station, and are authorized to immediately report any violation of these regulations to the Police Department. Any person who fails to obey the attendant's orders shall also be reported to the Board of Selectmen. If found to be in violation of any of these regulations, the Board of Selectmen may deny such person the right to use the facility.

## **HEAVY ITEM DISPOSAL - ANNUAL STICKER REQUIRED**

1. The attendant has the right to refuse MULTIPLE LOADS in any one day, and to refuse drop off if the containers are full, until such time as there is room in the containers.
2. **Per Massachusetts Waste Ban 310 CMR 19.017- NO WALLBOARD, SHEET ROCK OR CEMENT BOARD** shall be accepted for disposal at the station.
3. "Heavy items," as described below, are accepted at the station and must be disposed of in the appropriate heavy collection bins.
  - Metal objects such as lawn mowers (no oil or gas), bicycles, scrap metal, swing sets. PLEASE OBEY THE "METAL ONLY" SIGNS.
  - Wood items such as shelving, doors, furniture (no upholstery), small scrap wood.

## **RECYCLING CENTER**

The Recycling Center at the station now uses a single stream recycling system. All papers, plastics, glass and metal shall be placed in the same container. **BREAKDOWN ALL CARDBOARD BOXES to save space.**

1. The following items are to be recycled:
  - **Paper:** Newspapers and inserts, magazines, white and colored office paper, mail, corrugated cardboard boxes, phone books and empty paperboard boxes, liners removed, such as cereal and shoe boxes.
  - **Glass:** Clear, green, brown and tinted bottles and jars. Glass containers must be rinsed, corks removed; labels may be left on.

- **Metal:** Tin, aluminum and steel cans, aluminum trays and foil. Items must be rinsed, labels may be left on. No other metal items, paints or aerosol cans are permitted.
- **Plastic:** All plastics numbered #1 through #7 such as: milk jugs, soda and water bottles, detergent bottles, take out containers, and margarine tubs. Be sure to rinse clean.

2. **NEITHER PLASTIC BAGS OF ANY SORT NOR STYROFOAM ARE ALLOWED. These items must be included with your SOLID WASTE.**

## **MERCURY SHED**

1. **Alkaline - non-rechargeable batteries are not accepted.** They should be included with your solid waste.
2. The following items must be placed in the designated containers inside the mercury shed:
  - Fluorescent light bulbs, ballasts, thermostats.
  - Button cell batteries
  - Rechargeable batteries
  - Nickel Cadmium (Ni-Cd)
  - Nickel Metal Hydride (Ni-MH)
  - Lithium Ion (Li-ion)
  - Small sealed lead (Pb) LESS THAN 2 LBS

## **BULK ITEM DISPOSAL FEES - VOUCHER REQUIRED**

1. Effective July 1, 2013, vouchers are required to dispose of bulk items at the Transfer Station. Transfer station sticker is not required; however **PROOF OF RESIDENCY IS REQUIRED.**
2. Vouchers may be purchased online at <http://www.boxborough-ma.gov/> or at Town Hall, by mail or in person during normal business hours. Details may be found on the Transfer Station website. Please specify items to be disposed and include check with request. No vouchers will be sold at the Transfer Station.
3. No charge for seniors (65 and over by July 1, 2015).
4. Voucher must be presented at Transfer Station at time of drop off.

## **BULK ITEM FEES**

### **\$5 EACH**

Automotive Batteries

Propane Tanks

Small Electronics (items with a cord)

### **\$15 EACH**

Appliances/Freon Items

Computers/ Monitors/Towers/Laptops

Mattress & Box Spring

Rugs

Televisions

Upholstered Furniture

### **\$50 Each**

Truckload rugs

Please contact the DPW at **978-264-1790** with any questions.